



DIME DYNAMIC DOCUMENTATION TRAINING

Exercise 3

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For the most recent version of the file, please check <https://github.com/worldbank/DIME-LaTeX-Templates/>

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Introduction

On Exercises 1 and 2, you learned to use \LaTeX to import tables and graphs. This will allow you to create an easily updated file with descriptive statistics and analysis results. However, \LaTeX has plenty of other features you can explore to create different types of documents.

In this exercise, you will explore some intermediate-level tools for text editing and formatting. You will also learn a little bit more about how \LaTeX works. Once you're done with it, you should have enough knowledge of \LaTeX to write a full paper or report.

1 Text Formatting

Now that you have created sections in your document, and added text, you might want to change some of the formatting of your text. In \LaTeX you format your text using packages and code. We will here include a few topics.

1.1 Bold, italic and underlined

You can make part of your text bold using `\textbf{text}`. To underline part of your text, use `\underline{text}`. To make part of your text italic use `\textit{text}`. Here's how it looks:

<code>\textbf{This is a bold text.}</code>	This is a bold text.
<code>\underline{This is an underlined text.}</code>	<u>This is an underlined text.</u>
<code>\textit{This is an italic text.}</code>	<i>This is an italic text.</i>

Task 6: Choose some words in your text paragraph to be turned into bold, italic and underline. If you're using TeXStudio, you can use the shortcuts **CTRL+B** for bold and **CTRL+I** for italic.

1.2 Text color

Font color can be changed using `\textcolor{color}{text}`. You can find a list of color options in the \LaTeX WikiBook, but here are a few examples:

<code>\textcolor{red}{This is a read text.}</code>	This is a read text.
<code>\textcolor{Gray}{This is a gray text.}</code>	This is a gray text.
<code>\textcolor{Cyan}{This is a Cyan text.}</code>	This is a Cyan text.
<code>\textcolor{RoyalPurple}{This is a RoyalPurple text.}</code>	This is a RoyalPurple text.

Task 7: Change the color of a sentence in your paragraph. Try combining `\textcolor` with `textbf`.

2 Line Spacing

It is common that different publication standards require different line spacing. This can be achieved using the `setspace` package.

To use this package you need to start by importing it. To import the package you add `\usepackage{setspace}` next to where a lot of other packages are imported using the `\usepackage{}` command. Next you simply tell \LaTeX which line spacing you want and you need to do this before `\begin{document}`. `\singlespacing` makes \LaTeX use single line space throughout the document. Similarly, `\doublespacing` and `\onehalfspacing` set the document to double line space and one half line space respectively. See example below:

```
\usepackage{setspace}
\doublespacing

\begin{document}
```

3 Creating lists

As you have probably noticed in this document, it is also possible to make lists. The `enumerate` environment created numbered lists, while the `itemize` environment only creates items.

To make a list, you must first create the environment by typing `\begin{itemize}` and `\end{itemize}`, then type `\item` before each of the items in your list, as shown below:

Here's a numbered list:	<code>\item Item one</code>
<code>\begin{enumerate}</code>	<code>\item Item two</code>

```
\item Item three  
\end{enumerate}
```

Here's a numbered list:

1. Item one
2. Item two
3. Item three

Here's an unnumbered list:

```
\begin{itemize}  
\item Item one  
\item Item two  
\item Item three  
\end{itemize}
```

Here's an unnumbered list:

- Item one
- Item two
- Item three

4 Adjusting margins

5 Floats

6 Creating environments

7 Using packages

8 Using math symbols

9 Document types

10 Managing references